

**MODIFICATION # FIVE TO GRANT AGREEMENT BETWEEN  
THE DEPARTMENT OF COMMUNITY AFFAIRS AND  
NASSAU COUNTY**

017 JAN -3 0112:20

This Modification is made and entered into by and between the State of Florida, Department of Community Affairs ("the Department"), and Nassau County ("the Recipient"), to modify DCA Contract Number 04-DB-1Q-04-55-01-H05, award dated September 29, 2003 ("the Agreement").

WHEREAS, the Department and the Recipient have entered into the Agreement, pursuant to which the Department has provided a grant of \$ 750,000.00 to the Recipient under the Small Cities Community Development Block Grant program as set forth in the Agreement; and

WHEREAS, the Department and the Recipient desire to modify the Agreement by modifying the Attachment A, Program Budget and Scope of Work, section of the Agreement; and

WHEREAS, the Department and the Recipient desire to modify the Agreement by modifying the Attachment B, Work Plan, section of the Agreement; and

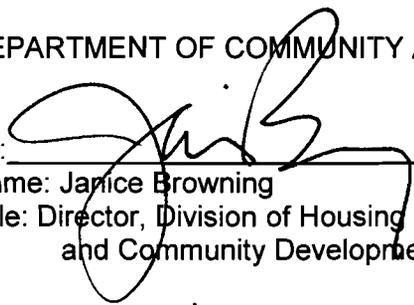
NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein, the parties agree as follows:

1. The Attachment A, Program Budget and Scope of Work section is hereby deleted and is replaced by the revised Attachment A, the Program Budget and Scope of Work, which is attached hereto and incorporated herein by reference.
2. The Attachment B, Activity Work Plan section is hereby deleted and is replaced by the revised Attachment B, Activity Work Plan, which is attached hereto and incorporated herein by reference.
3. All provisions of the agreement and any attachments thereto in conflict with this Modification shall be and are hereby changed to conform with this Modification, effective as of the date of the execution of this Modification by both parties.
4. All provisions not in conflict with this Modification remain in full force and effect, and are to be performed at the level specified in the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this document as of the dates set herein.

DEPARTMENT OF COMMUNITY AFFAIRS

Recipient: Nassau County

By:   
Name: Janice Browning  
Title: Director, Division of Housing and Community Development

By:   
Name: Thomas D. Branan, Jr.  
Title: Chairman, Board of County Commissioners

Date: 1/23/07

Date: December 13, 2006



**DEPARTMENT OF COMMUNITY AFFAIRS  
SMALL CITIES CDBG PROGRAM  
ACTIVITY WORK PLANS**

RECIPIENT Nassau County DATE PREPARED December 13, 2006

CONTRACT NO. 04DB-1Q-04-55-01-H05 ACTIVITY BUDGET \$ 12,000.00  
*(for this activity only)*

Activity		Number of Proposed Beneficiaries			Proposed Activity Units	
Name <u>Administration</u>		<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Number <u>013</u>		<u>Total</u>	<u>LMI</u>	<u>VLI</u>	<u>No. of Units</u>	<u>Type of Units</u>
Service Area # _____						
Date Start (month & year)	Date End (month & year)	Describe Proposed Action to be Undertaken or Contract Special Condition Clearance Documentation to be Submitted by "Date End"			# of Units to be Completed by "Date End"	Proposed \$\$ to be Requested by "Date End"
10/03	12/03	Submit Request for Release of Funds and Environmental Conditions and Advertisements				\$5,000.00
10/03	12/03	Submit documentation to clear Special Condition Numbers				
		Submit documentation to clear Special Conditions Numbers				
10/03	12/03	Provide Policies; Assist in Special Conditions				
10/03	03/07	Administration, Recording and Record Keeping				\$7,000.00
	03/07	Submit Administrative Closeout within 45 days of Grant Expiration				

ACTIVITY BUDGET TOTAL \$ 12,000.00  
*(must equal Activity Budget in the heading of this form)*

**DEPARTMENT OF COMMUNITY AFFAIRS  
SMALL CITIES CDBG PROGRAM  
ACTIVITY WORK PLANS**

RECIPIENT Nassau County DATE PREPARED December 13, 2006

CONTRACT NO. 04DB-1Q-04-55-01-H05 ACTIVITY BUDGET \$ 725,000.00  
*(for this activity only)*

Activity		Number of Proposed Beneficiaries			Proposed Activity Units	
Name <u>HousingRehab/Demo/Repl</u>						
Number <u>09A</u>		<u>20</u>	<u>20</u>	<u>7</u>	<u>20</u>	<u>HU</u>
Service Area # _____		Total	LMI	VLI	No. of Units	Type of Units
Date Start (month & year)	Date End (month & year)	Describe Proposed Action to be Undertaken or Contract Special Condition Clearance Documentation to be Submitted by "Date End"			# of Units to be Completed by "Date End"	Proposed \$\$ to be Requested by "Date End"
10/03	12/03	Submit Request for Release of Funds and Environmental Conditions				
10/03	12/03	Submit documentation to clear Special Condition Numbers				
		Submit documentation to clear Special Condition Numbers				
12/03	02/04	Receive Applications, Rank and Select				
01/04	03/04	Certification of Contractors				
02/05	07/05	Rehab/Demo/Replacement 33%			6	\$208,166.00
07/05	07/06	Rehab/Demo/Replacement 66%			7	\$208,166.00
08/06	03/07	Rehab/Demo/Replacement 100%			7	\$308,668.00
	03/07	Submit Administrative Closeout within 45 days of Grant Expiration				

ACTIVITY BUDGET TOTAL \$ 725,000.00  
*(must equal Activity Budget in the heading of this form)*

**DEPARTMENT OF COMMUNITY AFFAIRS  
SMALL CITIES CDBG PROGRAM  
ACTIVITY WORK PLANS**

RECIPIENT Nassau County DATE PREPARED December 13, 2006

CONTRACT NO. 04DB-1Q-04-55-01-H05 ACTIVITY BUDGET \$ 13,000.00  
*(for this activity only)*

Activity		Number of Proposed Beneficiaries			Proposed Activity Units	
<b>Name <u>Temporary Relocation</u></b>						
<b>Number <u>008</u></b>		<u>20</u>	<u>20</u>	<u>7</u>	<u>20</u>	<u>HU</u>
<b>Service Area # _____</b>		<b>Total</b>	<b>LMI</b>	<b>VLI</b>	<b>No. of Units</b>	<b>Type of Units</b>
Date Start (month & year)	Date End (month & year)	Describe Proposed Action to be Undertaken or Contract Special Condition Clearance Documentation to be Submitted by "Date End"			# of Units to be Completed by "Date End"	Proposed \$\$ to be Requested by "Date End"
10/03	12/03	Submit Request for Release of Funds and Environmental Conditions				
10/03	12/03	Submit documentation to clear Special Condition Numbers				
		Submit documentation to clear Special Condition Numbers				
12/03	03/04	Certification of Contractors				
02/05	07/05	Relocation during Rehab/Demo/Replacement 33%			6	\$4,000.00
07/05	07/06	Relocation during Rehab/Demo/Replacement 66%			7	\$4,500.00
08/06	03/07	Relocation during Rehab/Demo/Replacement 100%			7	\$4,500.00
	03/07	Submit Administrative Closeout with 45 days of Grant Expiration				

ACTIVITY BUDGET TOTAL \$ 13,000.00  
*(must equal Activity Budget in the heading of this form)*



STATE OF FLORIDA  
**DEPARTMENT OF COMMUNITY AFFAIRS**

*"Dedicated to making Florida a better place to call home"*

CHARLIE CRIST  
Governor

THOMAS G. PELHAM  
Secretary

JAN 26 2007

The Honorable Thomas D. Branam, Jr.  
Nassau County Board of County Commissioners  
Post Office Box 1010  
Fernandina Beach, Florida 32035-1010

07 JAN 29 PM 12:48  
COUNTY COMMISSIONERS  
OFFICE

Re: Grant Award Agreement #04DB-1Q-04-55-01-H05  
Modification # 5

Dear Commissioner Branam:

Your letter dated December 22, 2006, received January 3, 2007, requesting approval to revise the Budget and Project Work Plan for the grant referenced above, has been reviewed. The review indicates that the changes reflected are acceptable and the revised pages and your request have been made part of the approved Agreement. Please ensure the modification is made part of your official CDBG grant files.

Should you have any questions, please contact Mr. Tony Morgan at (850) 922-1882.

Sincerely,

Esrone McDaniels, MPA, Administrator  
Florida Small Cities CDBG and Disaster  
Recovery Programs

EM/tm

Enclosures

cc: Eron D. Thompson, Grants Manager, Nassau County

2555 SHUMARD OAK BOULEVARD TALLAHASSEE, FLORIDA 32399-2100  
Phone: 850.488.8466/Suncom 278.8466 FAX: 850.921.0781/Suncom 291.0781  
Internet address: <http://www.dca.state.fl.us>

FedEx  
Tracking  
Number

8559 2167 7763

Sender's Copy

**1 From** Please print and press hard.

Date 12/28/06 Sender's FedEx Account Number 3159-9588-4

Sender's Name Eron Thompson (Grants) Phone (904) 491-7380

Company BOARD OF COUNTY COMMISSIONERS

Address 96160 NASSAU PL

City YULEE State FL ZIP 32097-8626

**2 Your Internal Billing Reference** CDBG Housing Rehab.

**3 To**

Recipient's Name TONY MORGAN Phone (850) 922-1882

Company DEPT. COMMUNITY AFFAIRS, HOUSING & COMM. DIV.

Recipient's Address 2555 SHUMARD OAK BLVD.

City TALLAHASSEE State FL ZIP 32399-2100

0331809710

**4a Express Package Service**

**FedEx Priority Overnight**  
Next business morning.\* Friday shipments will be delivered on Monday unless SATURDAY Delivery is selected.

**FedEx Standard Overnight**  
Next business afternoon.\* Saturday Delivery NOT available.

**FedEx First Overnight**  
Earliest next business morning delivery to select locations.\* Saturday Delivery NOT available.

**FedEx 2Day**  
Second business day.\* Thursday shipments will be delivered on Monday unless SATURDAY Delivery is selected.

**FedEx Express Saver**  
Third business day.\* Saturday Delivery NOT available.

\* To most locations.

**4b Express Freight Service**

**FedEx 1Day Freight\***  
Next business day.\*\* Friday shipments will be delivered on Monday unless SATURDAY Delivery is selected.

**FedEx 2Day Freight**  
Second business day.\*\* Thursday shipments will be delivered on Monday unless SATURDAY Delivery is selected.

**FedEx 3Day Freight**  
Third business day.\*\* Saturday Delivery NOT available.

\* Call for Confirmation. \*\* To most locations.

**5 Packaging**

**FedEx Envelope\***

**FedEx Pak\***  
Includes FedEx Small Pak, FedEx Large Pak, and FedEx Sturdy Pak.

**FedEx Box**

**FedEx Tube**

**Other**

\* Declared value limit \$500.

**6 Special Handling**

**SATURDAY Delivery**  
NOT Available for FedEx Standard Overnight, FedEx First Overnight, FedEx Express Saver, or FedEx 3Day Freight.

**HOLD Weekday at FedEx Location**  
NOT Available for FedEx First Overnight.

**HOLD Saturday at FedEx Location**  
Available ONLY for FedEx Priority Overnight and FedEx 2Day to select locations.

Does this shipment contain dangerous goods?  
One box must be checked.

No  Yes As per attached Shipper's Declaration.  Yes Shipper's Declaration not required.  Dry Ice Dry ice, 9 UN 1845 x kg  Cargo Aircraft Only

Dangerous goods (including dry ice) cannot be shipped in FedEx packaging.

**7 Payment Bill to:** Enter FedEx Acct. No. or Credit Card No. below.

**Sender** Acct. No. in Section 1 will be billed.  **Recipient**  **Third Party**  **Credit Card**  **Cash/Check**

Total Packages	Total Weight	Total Declared Value†
		\$ .00

†Our liability is limited to \$100 unless you declare a higher value. See back for details. By using this Airbill you agree to the service conditions on the back of this Airbill and in the current FedEx Service Guide, including terms that limit our liability. FedEx Use Only

**8 NEW Residential Delivery Signature Options** If you require a signature, check Direct or Indirect.

**No Signature Required**  
Package may be left without obtaining a signature for delivery.

**Direct Signature**  
Anyone at recipient's address may sign for delivery. Fee applies.

**Indirect Signature**  
If no one is available at recipient's address, anyone at a neighboring address may sign for delivery. Fee applies.

519

PULL AND RETAIN THIS COPY BEFORE AFFIXING TO THE PACKAGE. NO POUCH NEEDED.

 **Ship and track packages at fedex.com**  
Simplify your shipping. Manage your account. Access all the tools you need.

received  
12/20/07

	Action	Maker	Followup Needed	Who
<p><b>Item being considered</b></p> <p><b>Tab X</b> - Approval of the Working Agreement for uniform operating procedures between Family Matters and other Community Based Care Agencies in the State of Florida.</p>	Approved	MM 2nd JH	Funding source: Fund 146. Send a copy to Finance.	Cathy Lewis Clerk Staff Judy Dey

	Action	Maker	Followup Needed	Who
<p><b>Item being considered</b></p> <p><b>Tab Y</b> - Approval of issuance of a Certificate of Public Convenience &amp; Necessity (COPCN) to Century Ambulance Service for Non-Emergency, Non-911 calls for service, except as requested by Nassau County Fire Rescue.</p>	Approved	JH 2nd MM		Sam Young

	Action	Maker	Followup Needed	Who
<p><b>Item being considered</b></p> <p><b>Tab Z</b> - Approval to advertise a Request for Proposal (RFP) for the remaining two Community Development Block Grant (CDBG) homes, approval to establish a negotiating team to review the RFP's when received, and approval for Capital Projects Administration and Grants Department to bring back a recommendation to the Board.</p>	Approved	MM 2nd JH	Approve and authorize the Chairman to sign budget transfer and Eron Thompson to submit an amendment to the budget to utilize CDBG administrative fees for the remaining construction projects. Funding source: CDBG and SHIP Funds Acct. #69548554-583400. Send a copy to Finance.	Clerk Staff Eron Thompson

	Action	Maker	Followup Needed	Who
<p><b>Item being considered</b></p> <p><b>Tab AA</b> - Discussion of appointment of a representative for District #5 to the Conditional Use and Variance Board. Continued to December 20, 2006.</p>	Continued	 2nd 		Comm. Marshall

	Action	Maker	Followup Needed	Who
<p><b>Item being considered</b></p> <p><b>Tab BB</b> - Approval to apply for the E-Rate Grant for FY 2007.</p>	Approved	MM 2nd JH	Funding sources: 01711571-541000; 01712571-541000, 541040; 01713571-541000, 541040; 01714571-541000, 541040; and 01715571-541000, 541040. Send a copy to Finance.	Cathy Lewis Clerk Staff Dawn Bostwick



**NASSAU COUNTY**  
BOARD OF COUNTY COMMISSIONERS  
P.O. Box 1010  
Fernandina Beach, Florida 32035-1010

Jim B. Higginbotham    Dist. No. 1 Fernandina Beach  
Mike Boyle            Dist. No. 2 Fernandina Beach  
Tom Branan            Dist. No. 3 Yulee  
Barry Holloway        Dist. No. 4 Hilliard  
Marianne Marshall     Dist. No. 5 Callahan

JOHN A. CRAWFORD  
Ex-Officio Clerk

MICHAEL S. MULLIN  
County Attorney

MIKE MAHANEY  
County Administrator

December 22, 2006

Mr. Tony Morgan  
Financial Specialist  
Department of Community Affairs  
Housing and Community Development  
2555 Shumard Oak Boulevard  
Tallahassee, Florida 32399-2100

RE: Budget Amendment  
04DB-1Q-04-55-01-H05

Dear Mr. Morgan:

Thank you for your continued help with the Nassau County CDBG Housing project.

The purpose of this letter is to request an amendment to the Nassau County CDBG budget. As you are award through the Request for Funds #5 on this project, \$107,500.00 remains in activity #13 for Administration. The Board of County Commissioners voted on December 13, 2006 to request that the Department of Community Affairs allow \$100,500.00 to be moved from activity #13 (Administration) to activity #09a (Housing Rehab/Demo/Replacement) for use in housing construction.

As an update to the CDBG project, please be advised of the following:

1. The remaining six (6) homeowners have terminated their contracts with Robert Mayhugh and The TR Group.
2. The issues regarding Mr. Mayhugh and his company, The TR Group have been referred to the State Attorney's Office for investigation.
3. The issues regarding grant administration and Jordan & Associates have been referred to the State Attorney's Office for investigation.
4. A new bid process is underway for the remaining six (6) project sites.
5. Two projects are new construction and the former home was demolished by Mr. Mayhugh and The TR Group and new construction never began.

(904) 548- 4660, 879-1029, (800) 958- 3496

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**NASSAU COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
P.O. Box 1010  
Fernandina Beach, Florida 32035-1010

Jim B. Higginbotham    Dist. No. 1 Fernandina Beach  
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Tom Branan             Dist. No. 3 Yulee  
Barry Holloway         Dist. No. 4 Hilliard  
Marianne Marshall      Dist. No. 5 Callahan

JOHN A. CRAWFORD  
Ex-Officio Clerk

MICHAEL S. MULLIN  
County Attorney

MIKE MAHANEY  
County Administrator

6. Two projects are new construction to complete, meaning the new homes were started but never completed by the general contractor.
7. One home was submitted for rehabilitation.
8. The remaining home is a mobile home that was previously submitted for rehabilitation and now, based upon a recent assessment of the home, will have to be demolished and a new home built on the project site.
9. The bid opening and contract awards will occur in January 2007.

Based upon the current and ongoing events surrounding this project it is necessary that Nassau County pursue this budget amendment so that the needed funds are shifted to the assist in the completion of these six (6) rehabilitation/construction projects.

Again, the Board of County Commissioners is committed to successfully complete this CDBG project and aid the citizens of Nassau County is attaining safe, affordable and sanitary housing. Thank you again for your commitment to serving the citizens of Nassau County.

If I can personally be of assistance please let me know. As always, please do not hesitate to contact Ms. Thompson at (904) 321-5785, she is always available to help.

Sincerely,

Thomas D. Branan, Jr.  
Chairman of the Board

(904) 548- 4660, 879-1029, (800) 958- 3496

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